

## Tip of the Point

"Eliminate misunderstandings, bad assumptions and damaging personality clashes so you can build thriving, innovative teams that get things done."

- Steven Gaffney

## Calendar

Aug. 16 – Command Golf Tournament, Medal of Honor Golf Course, Quantico, Va.

Aug. 16 – Civilian Appreciation Day Picnic, Barnett Field, Quantico, Va.

Aug. 17 – Steven Gaffney's Honest Communication Training, Gray Research Center, Quantico, Va.

Aug. 20 – Steven Gaffney's Honest Communication Training, Gray Research Center, Quantico, Va.

Aug. 27 – Commander's Town Hall, Little Hall, Quantico, Va.

## The Point

Corporate Communications  
Public Affairs Division  
(703) 432-3958  
mcscpao@usmc.mil

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## Getting to the truth: Improving leadership, communication and teamwork

### Questions and answers from 'Notice vs. Imagine' teleconference with Steven Gaffney provided

By Sandra Switzer, CMO's Strategic Management and Performance Dept.

On June 6, the first group of Command employees had a unique opportunity to actively take part in a "Notice vs. Imagine" session with Steven Gaffney. On July 12, Marine Corps Systems Command re-engaged with Gaffney in a follow-on teleconference question and answer (Q&A) session in which he addressed both written and verbal questions associated with the June 6 session. Gaffney's answers to all questions received are listed in a folder on the CAO Knowledge Center (in VIPER) entitled *Building High Performance Organizations*. [Click here](#) to access the Q&A session.

Please note that an announcement has been posted on VIPER regarding additional Steven Gaffney sessions. Based on the positive response and feedback received to the "Notice vs. Imagine" session, the Commander is opening extra sessions to the workforce on this same topic. Please [click here](#) to register for one of these sessions on VIPER.

Continue on Page 2, see Steven Gaffney

## MCSC meets July obligation goal

Marine Corps Systems Command (MCSC) met its July obligation plan by reaching 84 percent in Marine Corps Operations and Maintenance funding. According to the office of the Deputy Commander for Resource Management (DC RM), getting to 84 percent helped the entire Marine Corps reach its 80 percent Congressional requirement. DC RM said the last minute push highlights the importance of meeting obligation plans in this austere budget environment.

## Submissions accepted for *The Point*

Each month, the Command's electronic newsletter *The Point* brings Marines, Civilian Marines and families the latest news in Marine Corps Systems Command (MCSC) and Program Executive Officer Land Systems (PEO LS). Topics include security, safety and features from contingency organizations, program management offices, program managers, deputy commanders, assistant commanders, support staff and many other teams. To submit an article for this newsletter, send it to mcscpao@usmc.mil. Photographs and graphics are not published. Submission deadlines are the second to last Thursday of the month. *The Point* is distributed the first Tuesday of the month. Also, be sure to read the *Family Readiness On Point* monthly electronic newsletter attached separately.

## Commander's Town Hall scheduled for Aug. 27 at Little Hall

The next Commander's Town Hall is scheduled for Monday, Aug. 27, at Little Hall. The time is still to be determined. All employees are expected to attend unless there is a mission-critical excuse approved by a supervisor. The Commander's 2011 Honorary Awards and the Marine Corps 2011 Awards for Acquisition Innovation and Excellence, which are usually presented at Acquisition Excellence Day, will be presented at the Town Hall. Bus transportation is still being arranged with the base, but the Command expects bus transportation will be provided for Stafford, Woodbridge and Marine Corps Systems Command headquarters at 2200 Lester Street on Quantico. Check VIPER closer to the Town Hall for event time and additional bus information. For workforce locations outside of northern Virginia, personnel will be able to view the event via Defense Connect Online (DCO). The event will also be videotaped and posted on VIPER.

## Workforce Values Survey emailed to each MCSC employee

As part of Strategic Plan Objective Team 2.3's efforts, Marine Corps Systems Command (MCSC) tasked Navy Personnel Research, Studies and Technology (NPRST), to assist the team's study of Command organizational culture and values. Analysts from NPRST conducted various focus groups last August at Quantico, Albany, Orlando and Camp Pendleton. The results of these focus groups were used to develop the MCSC Workforce Values Survey. The survey was pilot-tested earlier this year by a small group of personnel located at Quantico.

The MCSC Workforce Values Survey has been finalized, and every civilian and military member of MCSC has been invited to participate in this very important effort. Members of the Command started receiving the survey via email July 30. Once you receive a survey, please fill it out and return it. The survey should take no longer than 20 minutes to complete. The results of the survey will be evaluated by NPRST and will be anonymous.

"I ask that when you receive this email, you take a few minutes out of your busy schedule to provide your opinions and help make this Command an even better place to work," said Scott Allen, MCSC Chief of Staff. "For this survey effort to be successful, we will need maximum participation. This is your chance to express what you value most as a MCSC team member."

## Steven Gaffney *(continued from Page 1)*

Steven Gaffney's "Notice vs. Imagine" is an important communication strategy to boost teamwork and collaboration, build remarkable relationships and get things done. One of the top problems in the work world today, based on over a decade of research, is the failure to distinguish what is "noticed" (the facts of the situation) from what is "imagined" (opinions, thoughts, evaluations, conclusions).

This disconnection may sound simple, and it is, but just think of how often people operate and make decisions as if their opinions are fact rather than exploring the real truth. Have you seen missed opportunities because someone believes they know what their customer wants rather than checking in and listening to uncover what the customer needs? Have you ever seen project execution go awry because project goals were based on assumptions rather than facts and data points?

The misdiagnosis becomes even more exacerbated when the people with whom they are interacting have different agendas, goals, needs and backgrounds. This workshop will demonstrate tools and techniques for improving open, honest communication and provide a forum to practice them.

For more examples of Steven Gaffney articles on improving communication, please click on the following links:

Beware of the 5 Communications Myths:

<http://www.smallbusinessadvocate.com/small-business-articles/beware-of-the-5-communication-myths-2689>

Four Keys to Conveying Difficult Opinions:

<http://www.smallbusinessadvocate.com/small-business-articles/four-keys-to-conveying-difficult-opinions-2686>

Other Articles by Steven Gaffney:

<http://www.smallbusinessadvocate.com/small-business-authors/steven-gaffney-460>

# Sign up for Steven Gaffney's Honest Communication Training

**Session 1** – Non-supervisors and non-team leaders

Aug. 17, 8 a.m. – noon, Gray Research Center

[Click here to register.](#)

**Session 2** – Non-supervisors and non-team leaders

Aug. 20, 8 a.m. – noon, Gray Research Center

[Click here to register.](#)

**Session 3** – NH-IV/0-6/0-5/0-4, leaders who missed June 6 event, all other supervisors and team leaders

Sept. 10, 8 a.m. – noon, Breckenridge Hall

[Click here to register.](#)

If you have difficulty enrolling, please contact Ashley Welsh, (703) 432-3867, [ashley.welsh@usmc.mil](mailto:ashley.welsh@usmc.mil).

## New Command team tackles critical enterprise business support effort

*Submitted by the Enterprise Business Support Command Team*

Having access to accurate, current information, in real time through a “one-stop shop” is a key enabler to high performing organizations. While TIER 1, Team Lead and Competency Director requirements pertaining to information management are all different, the need exists for a single hub or portal for all employees to find information and collaborate. That’s why the Command recently chartered a team to address our capability requirements for the encompassing area of enterprise business support, which includes information management, knowledge management, command library, data integration and access, and other information services and support capabilities in the full spectrum required by our workforce to perform our mission and mission support activities.

The Enterprise Business Support Command Team will be working hard during the coming months on this critical effort. The team, being led by Tim Ferris, includes Rob Chappell, Tim Wagner, Gloria Pryor, Karen Gillaspie, Bob Lovejoy, Terri Conte, Barbara Hickman, Keith Lockett, Wendy Perry, Mike Ratway, Stephen Magee, Martin Bushika, Maj Alan Singleton, Jeff Speer, Christine Heubner and supported by Nicois Harris.

## Remember operational security (OPSEC)

*By Stephen Benjamin, Security's OPSEC Manager*

Many times it's not classified information that gives the adversary the ability to harm our nation and allies. Every piece of critical information should be considered part of a larger picture that could be damaging in the wrong hands. The adversary's success is dependent upon your failure to practice good operational security (OPSEC).

A new Command order covering the Public Release Review Process will soon be posted in the Command library on VIPER. Please follow those procedures, and when submitting material for OPSEC review, please use this email address: [MCSC\\_OPSEC@usmc.mil](mailto:MCSC_OPSEC@usmc.mil).

## MOS separated for the acquisition professional officer

*Submitted by the Assistant Ground Acquisition Occupational Field Sponsor*

The Military Operational Specialty (MOS) 8059 has been separated into two MOS designators. As of June 21, the ground acquisition professional officers' MOS designator has changed from MOS 8059 to MOS 8061. The aviation acquisition professional officers' MOS will remain unchanged at MOS 8059. The change allows aviation acquisition professional officers to retain their flight pay should they qualify for it. Changes will be published in the MOS Manual in March 2013. Details can be found in MARADMIN 353/12.

## **SF182 forms for FY 2012 courses must be submitted by Aug. 17**

***Submitted by Workforce Management and Development***

Training courses that require payment prior to Sept. 30 must be submitted to Workforce Management and Development (WMD) by Aug. 17. WMD will not accept SF182 forms for fiscal year 2012 courses after Aug. 17.

## **Eight at Barrett Heights to go for 48**

***By Lavonne Robinson, Information Systems and Infrastructure***

Eight members of the Information Systems and Infrastructure Program Management Office at Barrett Heights in Stafford have decided to take the challenge of making a change within 48 days. All changes, even the most longed for, have their melancholy, for what we leave behind us is a part of ourselves. With that said, the challenge is to see how much of a body change we can make within 48 days. Yes, it is the biggest losers.

The contest is to see if we can change our attitude about the food that we eat. The most significant change in a person's life is a change of attitude. Right attitudes produce right actions. The goal is to strive for better health and wellness in our life by eating and exercise with an end result of losing pounds at the same time. On Aug. 1, we did a kick-off meeting with a celebration of food. The ending date is Sept. 15.

The eight participants are: Lavonne Robinson, Russell Dunson, Cindy Washington, Ann Jiles-Bedenbaugh, Lisa Bennett, Brandi Penski, Anthony Fennell and Alfredo Jimenez. Ken Beutel accepted gracefully to be the official for this event by tracking our progress.

"I can accept failure. Everyone fails at something. But I can't accept not trying." – Michael Jordan

## **Team explains Total Force Structure Management System Increment II**

***Submitted by the TFSMS Acquisition Team***

Total Force Structure Management System (TFSMS) is a new increment to the currently fielded TFSMS capability providing new functionality to support the Total Force Structure Process better. The goal of Increment II is to enable fully Total Force Management as it relates to expeditionary force development and the integration of manning, equipping, and training processes.

The TFSMS Increment II capability is comprised of two sequential releases. Release 1 is currently undergoing testing and is scheduled to deploy in the first quarter of fiscal year (FY) 2013. Release 1 improves materiel fielding plan information visibility, increases civilian billet attributes, adds functionality for task organized table of equipment (T/E), and provides more robust online help features. Also, Release 1 provides more TFSMS data to the Marine Corps organization servers to support the Global Force Management Data Initiative (GFM DI). Release 1 Integrated Developmental Test and Evaluation (IDT&E) is scheduled to begin early August with Initial Operational Test and Evaluation following in September. Release 2 is scheduled to deploy in the fourth quarter of FY 2013 and will expand TFSMS web services, improve Authorized Acquisition Objective (AAO) quantity reporting and add an acknowledgement capability for data delivery. Overall, the Increment II capability improves the ability of TFSMS to support the Total Force Structure Process

TFSMS currently provides the ability to attach materiel fielding plans to Table of Authorized Materiel Control Number (TAMCN) records using the equipment form and the custom document attachment functionality. While this functionality provides useful reference information, the utility of the data is limited since the fielding plans are stored as unstructured data in Microsoft Word and Portable Document File (PDF) formats. Currently, TFSMS users must open each fielding plan as an attached document and then scroll or scan through many pages of documentation in order to find details about the scheduled delivery and distribution of the item.

The TFSMS Increment II Capability Production Document states, "TFSMS Increment II shall provide users the capability to capture, format, and report fielding plans detailed information and quantities by TAMCN with associated TAMCNs, UIC, Budget Year (FYDP - monthly) with 100 percent accuracy and integrity of the data."

This new capability offers new screens to capture and store key data from a materiel fielding plan for a TAMCN in a structured and more useful format. With this new functionality, a TFSMS user can enter the planned fielding quantity by fiscal year and month in accordance with the fielding/delivery schedule specified in the fielding plan. As a result, users can see fielding plan data alongside the AAO profile for the TAMCN on the AAO page in the equipment form. A new custom report will be electronically delivered quarterly to the Program Manager Marine (PMM) of each respective TAMCN with an approved fielding plan to provide greater visibility of near-term fielding events and to enhance coordination with the DC, Marine Corps Logistics Command and the Marine Forces.

Release 1 includes updated forms and reports to manage additional data related to civilian billets and provide advanced search capabilities on that data. The additional civilian billet force structure data is documented and cataloged in a manner that can be easily retrieved from TFSMS and support the GFM DI.

Historically, Equipment Density Lists (EDL) have been manually produced, reviewed, and distributed throughout the Marine Corps to identify and source equipment requirements for task-organized Units. Release 1 enables TFSMS to leverage the power of its configuration management, data fidelity and electronic workflow capabilities to create and maintain a task-organized T/E within an authoritative enterprise environment. This new capability allows TFSMS users to select a task-organized unit and the supporting unit-type template(s), identify the EDL Requirement, and compute an EDL requirement delta. The functionality also provides a method for keeping task-organized EDL data current and reflective of changes to a core contributing unit's template until the task-organized EDL is stabilized at the approval step. Finally, Release 1 provides a method to maintain the approved task-organized T/E and the ability to create a separate task-organized T/E for future contingency operations using one or more approved core contributing unit-type templates.

Release 1 enables easier access to TFSMS online help feature, allowing information to be accessible and searchable from all existing and new transactional user forms. This new capability creates an individual landing page for each TFSMS Oracle form. When a TFSMS user accesses the online help feature, an individualized help page for the active form will be displayed in a new window. This new individualized help page allows the user to print, close or search the page and provides navigational links for more detailed or related information.

Release 1 supports the Joint GFM DI by enabling TFSMS to send additional data elements and records to the Marine Corps organization servers with higher fidelity. This will ensure the Marine Corps force structure and equipment requirement data is more readily available to the joint community. The TFSMS Project Management Office plans to launch TFSMS Increment II Release 1 in the first quarter of FY 2013.

TFSMS is the authoritative source for Marine Corps force structure information in the form of Tables of Organization and Equipment (TO&Es). TFSMS supports the Commandant's U.S. Code Title 10 responsibilities to organize forces in response to national defense objectives. Total Force Structure Process stakeholders use TFSMS to manage and view integrated structure and equipment requirements in a single, web-enabled system. TFSMS provides core capabilities for organizing the Marine Corps into capability-based forces and informs capability development via the Marine Corps Expeditionary Force Development System (EFDS). The system supports adaptive operational planning by providing the ability to model and simulate alternative strategies based on proposed changes to the Marine Air-Ground Task Forces (MAGTFs). Additionally, TFSMS supports the Joint GFM DI to make force structure data visible, accessible and understandable across the Department of Defense (DoD).

The TFSMS user base is geographically spread across the Marine Corps garrison and deployed environments and includes a variety of Military Occupational Specialties, DoD civilian billets and contractor personnel. TFSMS has two levels of users: the Non-Transactional User (NTU) and the Transactional User (TU). The NTU can create and run TFSMS standard and ad-hoc reports to view force structure and equipment requirements. NTU Web-Based Training (WBT) is available to these users. The TU can also create and run reports but also has the ability to conduct manpower and equipment transactions online via the TFSMS application. Since TU functions require an understanding of how to utilize TFSMS forms to perform transactions, the TU is required to take the TU WBT available on MarineNet.